

	<u>RFP Section</u>	QUESTION	Response
1.		Is this the same bid that was released in August of this year? If so, can you give some idea as to why this is being re-released (is it solely the change in M/WBE requirements)?	<p>Yes. The August RFP was City of Memphis – Data Migration Services RFP # SAIC CoM 2016 MC R187316.</p> <p>RFP # SAIC CoM 2016 MC R187316 had a 30% M/WBE requirement.</p> <p>The current RFP # SAIC CoM 2016 MC R200431 has a 0% M/WBE requirement.</p>
2.		Quick question - are you encouraging only Memphis, and Tennessee based firms to apply, or others are also eligible?	<p>This RFP has 0% M/WBE requirement. (See Section 3.5 Equal Business Opportunity Program.)</p> <p>The City of Memphis through its Equal Business Opportunity (“EBO”) Ordinance seeks to provide opportunities for minorities and women in the areas of prime contracting, subcontracting, and other areas of partnering opportunities. EBO requirements are governed by City Ordinance #5384 and may be accessed on the City’s website at <a href="http://www.memphistn.gov">www.memphistn.gov</a> under “Doing Business.”</p> <p>The intent of the EBO Program is to increase the participation of locally owned minority-and women-owned business enterprises (“M/WBE”) in the City’s purchasing activities.</p>
3.		Furthermore, are foreign entities, located outside of the U.S eligible?	<p>RFP Section 1.2 Introduction/Overview states, Vendor must provide all of the Services from locations within the United States.</p>
4.	Section 1.2	Does the City anticipate the collection and processing of aerial imagery to be conducted under this contract?	No

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5.	Section 3.2.1	Vendor is required to provide a detailed price proposal with all associated costs to fully deliver goods and/or services requested. However, the scope outlined in Exhibit 5 does not provide delineation of specific data sets to be migrated or City Divisions to be supported. Can more detail be provided on the specific nature of the services (i.e. desired quantities of services, data sets to be migrated, etc.) to facilitate appropriate pricing?	The nature of data capture can range from physical data capture such traffic signs and their attributes to migration of data from paper documents to GIS format such as PLATS to the creation of new data such as facilities and assets capture.
6.	Exhibit 2 (6.0 Warranty)	The period of warranty following acceptance of initial delivery is not defined. Can the City identify their expectation for the length of warranty?	One year (1) from the invoice acceptance date.
7.	Exhibit 2 (31.0 Occupation of Facilities)	Does the City or SAIC require that this work be done on-site at either the City or SAIC facilities?	Sometimes
8.	Section 3.2.1	The M/WBE goal for the RFP is identified as 0% and the Equal Business Opportunity Program documents are identified as "NOT APPLICABLE." Is the assumption that responses not including M/WBE participation will be considered a "Qualifying Proposal" correct?	Yes, responses not including M/WBE participation will be considered as "Qualifying Proposal".
9.	Section 5	The evaluation of qualifying proposals identifies 5% weight for Equal Business Opportunity. For this evaluation criteria are points possible if subcontractors are proposed meeting the required listing on the City's certified M/WBE firms?	Yes, Vendors that qualify as an M/WBE firm, per the requirements of City of Memphis Ordinance #5384 and included on the City's list of certified M/WBE firms or team up with one or a combination of several M/WBEs will receive 5% weight for meeting this requirement. A list of the City's eligible MWBE firms can be found at <a href="http://www.memphistn.gov">www.memphistn.gov</a> under "Doing Business with the City".
10.	Exhibit 5	The City includes the remote capture of data under the scope of this contract. What form of remote capture is expected (mobile lidar, airborne imagery collection, UAVs, traditional survey methods)?	Traditional Survey
11.	Exhibit 5	What features does the City anticipate being collected under this contract?	The nature of data capture can range from physical data capture such traffic signs and their attributes to migration of data from paper documents to GIS format such as PLATS to the creation of new data such as facilities and assets capture.

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12.	Exhibit 5	The text of the exhibit notes that, "There are hundreds of thousands of spatial data throughout several City Divisions that must be migrated." Can the City provide details on the scale/scope of these data along with samples so an estimate of the level of effort required for migration can be completed?	The nature of data capture can range from physical data capture such traffic signs and their attributes to migration of data from paper documents to GIS format such as PLATS to the creation of new data such as facilities and assets capture.
13.	Exhibit 5	Can the City provide the details of the City's GIS system that will be required to be "mirrored" by the vendor?	No specific details at this time but our system follows the standard set by ESRI for an ArcGIS Server system with SQL Server as the database.
14.	Exhibit 5	Are public utilities (electricity, water, sewer, natural gas) considered "City Divisions" for data capture and management under this scope?	No
15.		It is our understanding that the City issued a similar Request for Proposals earlier this year. Was that RFP cancelled? Does this RFP replace that RFP?	Please refer to answer #1 above.
16.		The RFP requires the vendor to submit a fixed lump-sum price. Is that correct? If so, can you please provide a description with estimated quantities for all of the GIS data types, features and documents that will need to be converted and/or surveyed as part of this work as summarized in Exhibit 5 of the RFP?	The RFP is requesting a Firm Fixed Price Solution.  Fixed Price.
17.		Local presence – within Corporate Introductions and Company Background, vendors are required to list local presence and experience. This appears to be encompasses in the 15% weight given to “business viability” in the evaluation criteria. Of this 15%, what proportion is given to local experience/presence?	5%
18.		GPS data collection – the RFP states that work on the project will include “services relating to capturing spatial data from...on-the-ground direct GPS data capture” (Exhibit 5), however in the Detailed Requirements section states “GPS skill for any one individual of the project team is considered advantageous but not required”. Please clarify the GPS requirements.	It is enough that the company/entity has GPS expertise and not necessarily any specific person.
19.		On-site presence – how much on-site time is the City expecting of the vendor, and for which tasks?	It depends on the nature of the project. Which is to be determined.
20.		Equal business opportunity program – section 3.5 of the RFP states that this program is not applicable, and the M/WBE goal of the RFP is 0%. However a weight of 5% is allocated to it in the evaluation criteria. Please can you clarify the requirements?	Please refer to answer #9 above.

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21.		Annual report/audited financial statements – our business does not produce an annual report and our financial statements have not been audited. Will an end of year balance sheet or end of year profit/loss statement suffice?	Yes
22.		Esri software – what Esri software does the City currently have/is it currently using? Is it using Portal for ArcGIS, or an ArcGIS Online Organization?	We use any and all ESRI products. We have not yet used Portal but it is part of our strategy to do so in the next year.